

420.05

Friday Facts

Introduction	The <i>Friday Facts</i> is a weekly newsletter issued by the state WIC office. The <i>Friday Facts</i> contains information relevant to all WIC agencies, including new or revised policies, general information, and items requiring immediate action.
Features	<p>The standard features found in each issue of <i>Friday Facts</i> include:</p> <ul style="list-style-type: none">• Policy,• Information including,<ul style="list-style-type: none">– Reports,– Resources– Trainings,– Vendor updates– Food products,– Data system,– EBT,– HelpDesk,– Don't forget...,– Available formula, and– Other
Policies	Policy issues presented in the <i>Friday Facts</i> have the same authority as those in the Policy and Procedure Manuals, and should be filed in the appropriate manual until a revised policy is distributed.
IDPH Website	The <i>Friday Facts</i> is available through the Department's website. The address is http://idph.iowa.gov/wic/agencies .
Sharing information with WIC staff	<p>Establish a system to share information in the <i>Friday Facts</i> with all local agency staff that are affected. Possible methods include:</p> <ul style="list-style-type: none">• Staff meetings or in-services,• Routing or forwarding issues of <i>Friday Facts</i> to staff,• Emailing the link to all WIC staff, and• Sharing issues with WIC providers not in the agency (such as MCH or PHN).

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